

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

敬啟者：

**2022/2023 中三級上學期考試安排**

上學期考試將於 2022 年 11 月 29 日至 12 月 7 日期間進行。受新冠肺炎疫情影響，部分不在港學生（包括：跨境學生）至今仍未能回港上課。為檢視中三級不在港學生的學習成效，本校現為因疫情影響而未能到校應考上學期考試的中三級學生安排網上考試。參考公開試的安排及考慮一籃子因素後，中三級上學期考試將**不設補考安排**，缺考學生成績安排如下：

請假類別	分數安排
1. 病假（附有醫生證明書） 2. 事假（獲校長批准）	如缺考原因被校方接納，考試分數以學生在該科/該卷過往的整體表現(包括以往考試分及平時分等)評估。其後再按現有「補考」機制，分數以八折計算。
3. 病假（沒有醫生證明書） 4. 事假（未獲校長批准）	零分（一如以往安排）

**另外，遲到學生可如常進入考場，但不獲補償答題時間。**

現隨函附上「中三級上學期考試時間表」、「考試規則」及「各科考試範圍」，敬希督促 貴子弟勤加溫習及按時出席考試。如有任何查詢，請致電 2461 0304 與郭嘉瑜助理校長聯絡。

此致

貴家長

教務組郭嘉瑜助理校長負責主理

校長

謹啟

袁國明

二零二二年十一月十四日



家長通告第 2223\_087 號

〔 回 條 〕

敬覆者：

本人已知悉有關「2022/2023 中三級上學期考試安排」的相關安排。

此覆

明愛屯門馬登基金中學

中\_\_\_\_\_班\_\_\_\_\_號 學生：\_\_\_\_\_

家長簽署：\_\_\_\_\_

家長姓名：\_\_\_\_\_

日期：\_\_\_\_\_

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

11 November 2022

Dear Parents/Guardians,

**2022/2023 S.3 First Term Examination Arrangement**

S.3 First Term Examination will be held from 27 November to 7 December 2022. Due to the COVID-19 epidemic, some students who are not in Hong Kong (including cross-boundary students) have not yet returned to schools to attend lessons.

To evaluate students' learning performance and progress, the school will arrange online examinations for S.3 students who are not in Hong Kong. With reference to arrangements for public examination and consideration of a basket of factors, **no supplementary examinations** will be offered for S.3 students in the upcoming First Term Examination. The school, however, will try its utmost to assist students who are absent from the examination.

1. Examination mark(s) of the subject/paper that a student is absent from will be calculated according to the following principles:

Types of leave	Arrangements
1. Sick Leave (supported by medical certificate) 2. Casual leave (approved by the Principal)	After getting the Principal's approval, examination mark(s) would be projected according to the general performance (including marks from previous examinations, marks obtained in continuous assessment, etc.) of the student in that subject/paper. With reference to current Supplementary Exam policy, only 80% of the projected marks will be counted.
3. Sick Leave (NOT supported by medical certificate) 4. Casual leave (NOT approved by the Principal)	Zero mark (as usual practice)

2. **Students who are late can sit the examination as usual. No extra time, however, will be given.**

"Timetable for the S.3 First Term Examination", "Conduct of Examinations (First Term Examination)" and the "Scope of Examination for each subject" are enclosed for your perusal. Please observe the regulations for the First Term Examination and remind your child to be punctual for all the examination sessions. For enquiries, please feel free to contact Ms. Kwok Ka Yu (Assistant Principal) at 2461 0304.

Yours faithfully,

\_\_\_\_\_  
Mr. Yuen Kwok Ming  
Principal



Parents Notice No.: 2223\_087

**Reply slip**

Dear Sir,

I acknowledge the notice on "2022/2023 S.3 First Term Examination Arrangement".

Name of Student : \_\_\_\_\_  
 Class and Class no. : \_\_\_\_\_ ( )  
 Signature of Parent / Guardian : \_\_\_\_\_  
 Name of Parent / Guardian : \_\_\_\_\_  
 Date : \_\_\_\_\_

1. 暫停球類活動

- 1.1. 考試期間，學生須暫停於球場上進行各項球類活動。

2. 試場

- 2.1. 試場包括禮堂、N101 室、607 室及其他課室。  
2.2. 未得到監考老師的指示，學生不得擅自進入試場。  
2.3. 考試期間，學生不得使用課室的儲物櫃。  
2.4. 部份班別的部份科目/卷別，會將安排在不同的試場進行考試。

3. 座位安排

- 3.1. 學生須依照張貼在各試場出入口當眼處的座位表就座。  
3.2. 請於進入試場前查看座位安排。  
3.3. 學生不得塗污或破壞貼在桌上的「班別及班號」貼紙，或「學生姓名」貼紙。

4. 考試所需的文具

- 4.1. 試場將提供所需的紙張，包括草稿紙。  
4.2. 學生須自行攜帶所需的文具(包括：藍色或黑色原子筆及塗改液以作答「問答卷」之用；HB 鉛筆及橡皮膠以作答「多項選擇題」之用；顏色筆以作答視覺藝術科考試之用)。  
4.3. 考試進行期間，學生不得向老師、同學或教學助理借取任何文具。

5. 遲到及缺席(中三級適用)

- 5.1. 遲到學生可如常進入考場，但不獲補償答題時間。  
5.2. 本校現為因疫情影響而未能到校應考上學期考試的中三級不在港學生安排網上考試。參考公開試的安排及考慮一籃子因素後，中三級上學期考試將不設補考安排。成績安排如下：

請假類別	測考及分數安排
1. 病假(附有醫生證明書) 2. 事假(獲校長批准)	如缺考原因被校方接納，考試分數以學生在該科/該卷過往的整體表現(包括以往考試分及平時分等)評估。其後再按現有「補考」機制，分數以八折計算。
1. 病假(沒有醫生證明書) 2. 事假(未獲校長批准)	零分(一如以往安排)

6. 早退

- 6.1. 學生不得提早離開試場。

7. 飲食

- 7.1. 考試進行期間，學生不可進食(包括咀嚼口香糖)，但可飲用自行帶來的瓶裝水。唯所有水壺須放置在桌子/椅子下。

8. 個人物品

- 8.1. 學生須把書包及個人物品放置在學生椅下面。

9. 筆袋/盒

- 9.1. 如學生有攜帶筆袋/盒(包括透明筆盒)，須將所需文具放在桌子上面，並將筆袋/盒放在椅子下面。

10. 計算機

- 10.1. 除語文科目考試(即中國語文科及英國語文科)外，學生於任何科目的考試均可使用計算機，包括可輸入計算程式的計算機。但計算機必須以乾電池為能源，操作時不可發出聲響及沒有印刷或顯示圖表／語文字句設備。考生不得使用備有點陣圖顯示模式的計算機。  
10.2. 計算機必須已印上「H.K.E.A.A. APPROVED」或「H.K.E.A. APPROVED」的標籤。學生攜帶未有印上指定標籤的計算機應試，會被扣分。  
10.3. 學生不得在計算機背後或機身任何地方書寫，否則會被扣分。  
10.4. 考試期間，學生必須將計算機放在桌上，並將計算機的蓋/皮套放置於手提包內或座位下。

11. 考試程序

- 11.1. 學生必須遵守考試規則，並須特別注意不要觸犯下列可引致扣分、取消相關科目成績及/或紀律處分的違規行為：

- 11.1.1. 於考試進行期間向老師、同學或教學助理借取文具或其他物品。  
11.1.2. 於考試進行期間進食(包括咀嚼口香糖)。  
11.1.3. 於考試進行期間談話，或意圖以任何方式與其他學生通訊。  
11.1.4. 於考試進行期間，被發現未有關上電子/通訊器材(包括手提電話)，或有關的電子或通訊器材發出聲響(包括內置的鬧鐘或備有響鬧的裝置發出聲響)。

- 11.1.5. 監考老師派卷後，未經許可翻閱派放在桌子上面的試卷或未宣布前開始作答。
- 11.1.6. 行為不檢，擾亂考試秩序，或作出其他不檢點行為(例如：在答卷寫上粗言穢語或不雅字句、違反老師指示等)。
- 11.1.7. 於試場主考宣布「考試現已終結，立即停止作答」後，繼續手持文具或改動答卷(包括使用膠擦、書寫或作其他改動答卷的行為)。
- 11.1.8. 違反試場主考或監考老師的合理指示。
- 11.1.9. 派發試卷後，被發現在身上、衣袋內、桌上或桌子的抽屜內有違規物品(包括手提電話)或可供作弊的物品。
- 11.1.10. 未經許可擅自離開試場。
- 11.1.11. 未經許可擅自離開學校，或缺席同一天的另一節考試。
- 11.1.12. 作弊。
- 11.1.13. 塗污或破壞貼在桌上的「班別及班號」貼紙，或「學生姓名」貼紙。
- 11.2. 學生應按照試場主考的指示，小心地檢查試卷是否有缺漏。如有，或發現其他問題，應立即通知監考老師。
- 11.3. 當監考老師收集試卷時，學生須安坐靜候，待獲得指示時才可收拾個人物件。
- 12. 個別考試科目須知 --- 視覺藝術科(中四至中六級)
  - 12.1. 學生可攜帶以下物品進入試場及於考試時使用：
    - 12.1.1. 繪圖用的美術材料及工具，例如：鉛筆、畫筆、顏料、調色碟、畫板、夾、圖釘、膠擦、膠貼條、紙張、少量拼貼材料、參考資料、書本、雜誌等。
  - 12.2. 學生不可於考試時使用的物品：
    - 12.2.1. 字典、慢乾性材料，例如：油畫顏料、慢乾劑及危險性物料，例如：罐裝噴漆、噴裝固定液、火燒及煙燻技法的器材。
  - 12.3. 考試進行期間學生不得借用他人物品。
- 13. 校服髮式
  - 13.1. 於考試期間，學生須如常穿著整齊校服回校。
  - 13.2. 如有違規者，將受到紀律處分。
- 14. 手提電話
  - 14.1. 學生必須關掉手提電話(包括響鬧功能)。
  - 14.2. 學生必須將手提電話放在手提包內，不可放在身上、衣袋或褲袋內、桌上或桌子的抽屜內。
- 15. 作弊的嚴重後果
  - 15.1. 所有學生須努力溫習以應付考試，不得作弊。作弊乃嚴重違反誠信的行為。
  - 15.2. 如發現學生作弊，學校將採取以下措施：
    - 15.2.1. 該科/卷得零分
    - 15.2.2. 學生接受訓導組的處分
    - 15.2.3. 知會家長
    - 15.2.4. 學期結束的時候，將於成績表中列明曾作弊
- 16. 其他
  - 16.1. 考試完結後，所有學生應立即回家，不應於街道上流連。
  - 16.2. 學生如於考試進行期間有任何疑問，或有任何意見或事項提出，請向監考老師或試場主考提問或通知。
  - 16.3. 為讓考試能順利進行，於禮堂安排攝錄。
- 17. 升留評定
  - 17.1. 中六級學生成績及操行如未能達到一定水平，將不會獲發畢業證書，只能獲發修業證書。
  - 17.2. 中一至中五級學生成績及操行如未能達到一定水平，將不能升班。
  - 17.3. 每年的指定成績及操行水平悉依升留評定或畢業/修業評定會議決定。

**Caritas Tuen Mun Marden Foundation Secondary School**  
**2022/2023 Conduct of Examinations (S.3 First Term Examination)**  
**Notice to S.3 Students**

1. Activities during the examination period
  - 1.1. During the examination period, ALL GAMES on the playground are suspended.
2. Examination Venues
  - 2.1. Examination centres are the School Hall, Rooms N101 and 607 and other classrooms.
  - 2.2. Students are not allowed to enter the examination centres before the arrival of the invigilator(s).
  - 2.3. Students are not allowed to use their lockers in their classrooms during the examination period.
  - 2.4. Some examination sessions will be scheduled in venues other than the normal examination centres allocated.
3. Seating Arrangements
  - 3.1. Students must follow the seating plan posted outside each examination centre.
  - 3.2. Students should check the seating arrangement before entering the examination centres.
  - 3.3. **Students should not tamper with any labels (“class and class number labels or name tags”) stuck on their desks (including writing or drawing on the labels, or damaging the labels).**
4. Examination Stationery
  - 4.1. All paper, including rough work sheets, will be provided. **Students should bring their own stationery** (e.g. blue or black ball pens and correction pens for conventional papers, HB pencils and rubbers for Multiple-choice papers, colour pencils for Visual Arts examination).
  - 4.2. **Students are not allowed to borrow any items of stationery from their teachers, schoolmates or teaching assistants while the examination is in progress.**
5. Late Arrivals & Absence from the examination (S.3 Students Only)
  - 5.1. Students who are late can sit the examination as usual. No extra time, however, will be given.
  - 5.2. With reference to arrangements for public examination and consideration of a basket of factors, the school decided NOT to offer any supplementary examinations for S.3 students in the upcoming First Term Examination. Examination mark(s) of the subject/paper that a student is absent from will be calculated according to the following principles:

Types of Leave	Arrangements
1. Sick Leave (supported by medical certificate)	After getting the Principal’s approval, examination mark(s) would be projected according to the general performance (including marks from previous examinations, marks obtained in continuous assessment, etc.) of the student in that subject/paper. With reference to current Supplementary Exam policy, only 80% of the projected marks will be counted.
2. Casual leave (approved by the Principal)	
3. Sick Leave (NOT supported by medical certificate)	Zero mark (as usual practice)
4. Casual leave (NOT approved by the Principal)	
6. Early leavers
  - 6.1. Students are not allowed to leave early from any examination session.
7. Eating and drinking
  - 7.1. Eating (including chewing gum) is not permitted in any examination centres, but students may bring a clear water bottle. The water bottles must be placed under their desks/chairs.
8. Personal belongings
  - 8.1. Students’ bags and personal belongings should be placed under their chairs.
9. Pencil cases/boxes
  - 9.1. If students bring pencil cases/boxes (including transparent pencil boxes), they must place the contents on their desks and put the pencil cases/boxes under their chairs.
10. Calculators
  - 10.1. Electronic calculators may be used in any examination sessions (other than language subject examinations i.e. Chinese Language and English Language examinations) provided that the calculators are battery-powered, silent in operation, with no print-out or graphic/word-display facilities and do not use dot-matrix technology in the main display.
  - 10.2. **The calculators must have been pad-printed with the ‘H.K.E.A.A. APPROVED’ or ‘H.K.E.A. APPROVED’ label. Students bringing a calculator without the required label to the examination will risk a mark penalty.**
  - 10.3. Students must not write anything on the back or anywhere of the calculators. Otherwise, they will be subject to a mark penalty.
  - 10.4. Students are required to remove the calculator covers/jackets and place them inside their bags or under their chairs during the examination.
11. Examination proceedings
  - 11.1. Students are required to abide by the regulations governing the examination and pay special attention not to commit the offences listed below which are liable to mark penalties, disqualification from the subject concerned and/or disciplinary punishment:
    - 11.1.1. Borrowing any items of stationery from their teachers, schoolmates or teaching assistants while the examination is in progress;
    - 11.1.2. Eating (including chewing gum) during the examination;
    - 11.1.3. Talking, communicating or attempting to communicate in any form with other students during an examination session;
    - 11.1.4. Possession of an electronic/communication device (including a mobile phone) which is switched on or rang/emitted sound (including the alarm) during the examination;

- 11.1.5. Starting to read or work on the question paper before being instructed to do so;
- 11.1.6. Misbehaving or acting maliciously in such a way that will disturb other students or the conduct of an examination or committing other types of misbehaviour (e.g. disobeying teachers' instructions, using foul language or obscene wording on answer scripts);
- 11.1.7. Continuing to hold any stationery or work on the answer script (including writing, using an eraser or filling in question numbers) after being told to stop working at the end of an examination session;
- 11.1.8. Repeatedly disobeying the reasonable instructions of the Chief Invigilator or an invigilator;
- 11.1.9. Being found to have **any unauthorised article (including a mobile phone) on your body, in your pockets**, on your desk or in the drawer of your desk after the question paper has been distributed;
- 11.1.10. Leaving the examination room without permission;
- 11.1.11. **Leaving school before finishing all the examination sessions in a day or skipping any examination sessions without permission;**
- 11.1.12. Cheating.
- 11.2. Students should check carefully to make sure that there are no missing pages in the question papers. They should inform teachers if there are any irregularities or missing pages in the question papers.
- 11.3. At the end of the examination, students should stay in their seats quietly when the invigilator(s) is/are collecting the answer scripts and question papers. They should only pack their belongings when they are instructed to do so.
12. Instructions on individual subject --- Visual Arts (S4 – S6)
  - 12.1. S4 and S5 Visual Arts students are allowed to bring and use the following materials in the Visual Arts examination:
    - 12.1.1. Painting materials and instruments, e.g. pencil, paint brush, colours, palette, drawing board, clips, pins, erasers, adhesive tapes, paper, small quantity of materials for collage, reference materials, books and magazines, etc.
  - 12.2. The following materials are not allowed for Visual Arts examination:
    - 12.2.1. Dictionary, slow drying materials such as oil paint, retarder and dangerous materials such as aerosol paints, air-brush, aerosol fixatives, burning and smoking devices.
  - 12.3. Materials cannot be shared during the examination. Students are not allowed to borrow any materials from their schoolmates when the examination is in progress.
13. Uniform
  - 13.1. Students must be dressed in **PROPER SCHOOL UNIFORM** when in the school premises during school hours including examination time.
  - 13.2. Students who fail to observe the school rules will be subject to disciplinary action.
14. Mobile phones
  - 14.1. All mobile phones must be switched off (including the alarm function) during the examination.
  - 14.2. **All mobile phones must be put in students' bags. Students are not allowed to keep their mobile phones on their bodies, in their pockets, on their desks or in the drawers of their desks.**
15. Serious consequences of cheating in examinations
  - 15.1. Students should study hard and not cheat in any examination. Cheating in an examination is a very serious breach of discipline.
  - 15.2. The following measures will be taken by school in dealing with cheating:
    - 15.2.1. A student caught cheating in the examination of a paper of any subject will be given '0' mark for that subject/paper.
    - 15.2.2. Further disciplinary action will also be taken.
    - 15.2.3. The student's parents will be informed
    - 15.2.4. Such offence will be stated in the student's academic report.
16. Others
  - 16.1. All students should go home directly after the examinations.
  - 16.2. If students have any questions or want to report any irregularities during the examinations, they should ask or report the matter(s) to the invigilators or the Chief Invigilator.
  - 16.3. For the smooth progress of the examinations, video-recording will be arranged in the School Hall examination centre.
17. Promotion / Graduation
  - 17.1. For S6 students  
If a student does not attain the stipulated level in academic and conduct performance, he/she will not be granted a Certificate of Graduation. A Certificate of Completion will be issued to the student instead.
  - 17.2. For S1 to S5 students  
If a student does not attain the stipulated level in academic and conduct performance, he/she will not be promoted to the next level of study.
  - 17.3. Stipulated level of performance  
The stipulated level of academic and conduct performance for each class level is set in the promotion meetings or the graduation/completion meetings convened by teachers every year.

Caritas Tuen Mun Marden Foundation Secondary School

2022 ~ 2023

First Term Examination

S.3 Timetable

**S.3** students should sit the examinations in the **School Hall**. The examination timetable is shown below.

	29/11/22 Tuesday	30/11/22 Wednesday	1/12/22 Thursday	2/12/22 Friday	5/12/22 Monday	6/12/22 Tuesday	7/12/22 Wednesday
08:10 – 08:25	Distribution of exam papers						
08:25 – 09:40	Mathematics	Chinese (08:25 – 09:25)	General English	Humanities	Business Fundamentals	Visual Arts	Innovative Computing
09:40 – 10:15	Recess						
10:15 – 10:30	Distribution of exam papers						
10:30 – 11:45	Science	Chinese Composition (10:30 – 11:30)	English Composition	Chinese History (10:30-11:30)			

Remarks:

1. Early leave is not allowed for all the examination sessions.
2. In the event of public announcements by the Education Bureau that all schools are to be closed on any day during the examination period, the examination(s) scheduled on that day will be postponed to the first school day after the end of the original examination period.

中三級學生須到禮堂應考，以下為中三級的考試時間表。

	29/11/22 星期二	30/11/22 星期三	1/12/22 星期四	2/12/22 星期五	5/12/22 星期一	6/12/22 星期二	7/12/22 星期三
08:10 – 08:25	派發試卷						
08:25 – 09:40	數學	中文	英文	人文學科	基本商業	視覺藝術	創新電腦
09:40 – 10:15	小息						
10:15 – 10:30	派發試卷						
10:30 – 11:45	科學	中文作文	英文作文	中國歷史 (10:30-11:30)			

注:

1. 所有試卷不容許學生提早交卷。
2. 如教育局宣佈於考試期間某日所有中學停課，當日的考試會延後至原本考試週完結後第一日進行。

明愛屯門馬登基金中學  
2022-2023 年度 上學期考試 - 考試範圍  
中三級

科目	考試範圍	
中國語文	2-3C1	1. 《高中中文》單元 2.5 兩篇課文 2. GCE 和 GCSE 課程
	2-3C2	1. 校本課程單元六 (1-3) 2. GCSE 課程
	2-3C3	1. 校本課程單元七 (1-5 課) 2. 延伸課文
	2-3C5 2-3C6	1. 《啟思生活中國語文》中三上：單元一至單元三 2. 閱讀能力： 閱讀理解 (50%) (根據「閱讀能力考材」設問)； 語文知識 (25%)：層遞、多義詞、褒義詞、貶義詞、映襯 讀本題目 (25%)：《習慣說》、《大哉問》、《愛蓮說》、《醜石》 3. 寫作能力： 甲部：實用文：演講詞 乙部：借事說理、借物抒情 4. 聆聽： 單元一、單元二 5. 說話： 單元一、單元二
英國語文	New Treasure Plus 3A (Textbook): Units 2 , 3 and 4 Success in Grammar 3: Units 2 , 3 and 4 Supplementary worksheets	
數學	第 1 至 3 章及 4.1 與 4.2 兩節	
人文學科	生社: 單元 9 歷史: 書 3A 地理: 書 C5	
科學	物理：課文 3C P.1 -24	
	化學：課文 3B P.1-14,26,27	
	生物：課文 3A P.1-42	
創新電腦	ITE1 單元 1 至 2 Microsoft PowerPoint	
基本商業	第一章 - 會計學基本原理 第二章 - 會計等式 第三章 - 複式記帳法	
視覺藝術	1. 第三冊紙上寶石-版畫：引言至第二節 2. 肖像寫生 3. 速寫 4. 設計	
中國歷史	辛亥革命至兩次國共合作	

**Caritas Tuen Mun Marden Foundation Secondary School**  
**2022-2023 First Term Examination - Scope of Examination**  
**Secondary Three**

<b>Subject</b>	<b>Scope of Examination</b>	
Chinese Language (GCE/GCSE)	2-3C1	1. Advanced Chinese Chapter 2.5 (two passages) 2. GCSE + GCE
	2-3C2	1. Chapter 6 (1-3) 2. GCSE
	2-3C3	1. Chapter 7 (1-5) 2. Extended Passage
English Language	New Treasure Plus 3A (Textbook): Units 2 , 3 and 4 Success in Grammar 3: Units 2 , 3 and 4 Supplementary worksheets	
Mathematics	Chapters 1 to 3, Sections 4.1 and 4.2	
Humanities	L&S: Module 9 History: Book 3A Geography: Book C5	
Science	Physics: Textbook 3C P.1-24	
	Chemistry: Textbook 3B P.1-14,26,27	
	Biology: Textbook 3A P.1-42	
Innovative Computing	ITE1 Unit 1 to 2 Microsoft PowerPoint	
Business Fundamentals	Chapter 1 Introduction to accounting Chapter 2 The accounting Equation Chapter 3 Double Entry System Capital, Assets, Liabilities	
Visual Arts	1. Book 3 Gem on paper-Printmaking: From Introduction to Chapter 2. 2. Portrait Drawing 3. Fast sketching 4. Design	
Chinese History	1911 Revolution & KMT–CCP Alliance	